



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** January 10, 2017
From: Marc Puckett, Assistant Town Manager **Item No:** 4
Subject: TREASURER'S REPORT – NOVEMBER 2016 AND SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE PARKS AND RECREATION FUND AND THE APPLE VALLEY GOLF COURSE FUND

T.M. Approval: _____ **Budgeted Item:** Yes No N/A

RECOMMENDED ACTION:

That Town Council receive and file the November 2016 Treasurer's Report.

SUMMARY:

The November 2016 Treasurer's Report is attached for Town Council review. The attached investment portfolio for the fiscal year-to-date period ended November 30, 2016, is presented to Town Council for Council's review. The portfolio is in compliance with the investment policy and there is adequate liquidity in the portfolio to meet the next six (6) months of expenditures.

BACKGROUND:

Attached is the Treasurer's Report for the period ended November 30, 2016. This investment performance report lists the various types of securities, institutions the securities were purchased from, maturity dates and interest rates for all securities held in the Town's investment portfolio as of the end of the reporting period. All of the Town's investments as of November 30, 2016, are in compliance with the Investment Policy adopted by Council on June 14, 2016 and the California Government Code except as otherwise November be noted or disclosed herein. All market values provided in this report were obtained from the various financial institutions associated with the various accounts. Market values for LAIF were provided by the State Treasurer's Office. The market value shown for the Town's LAIF investment represents the Town's contractual rights to its LAIF account and does not represent the value of the underlying portfolio securities. As of November 30, 2016, the Town has adequate cash reserves necessary to meet its obligations for the next six (6) months.

The State of California Government Code requires that the investment policy be adopted at least once annually by the governing body to ensure its continued compliance with current laws and investment practices. The Town's adopted investment policy conforms to the State Government Code in all respects.

COMPLIANCE REPORTING:

The Town's investment portfolio is in compliance with the Town's adopted investment policy and applicable State laws during, and as of the end of, the reporting period.

Also, attached for informational purposes, are preliminary Schedules of Revenues, Expenditures and Changes in Fund Balances for the Parks & Recreation Fund and the Apple Valley Golf Course Fund for the month of November 2016.

FISCAL IMPACT:

The Town's investment portfolio has adequate liquidity to meet the budgeted and actual expenditures of the Town for the next six (6) months.



Town of Apple Valley
Treasurer's Report
As of November 30, 2016

Institution/Investment Type	Carrying Amount	Market Value	Interest Rate	Yield	Maturity Date	Quarterly Comparisons of Carrying Amounts			
						Aug-16	May-16	Feb-16	Nov-15
Funds under control of Town:									
Checking Account	\$ 810,345.26	\$ 810,345.26	(1)	None	On Demand	\$ 707,402.76	\$ 7,828,242.02	\$ 1,237,183.61	\$ 3,624,345.24
Public Money Market Account	\$ 207,285.94	\$ 207,285.94	(4)	0.30%		\$ 207,130.98	\$ 206,974.43	\$ 206,818.00	\$ 206,663.39
Apple Valley Golf Course Deposit Account	\$ 61,209.21	\$ 61,209.21	(4)	None	On Demand	\$ 119,787.97	\$ 76,563.07	\$ 60,685.19	\$ 55,361.26
Petty Cash	\$ 5,350.00	\$ 5,350.00		N/A	On Demand	\$ 5,350.00	\$ 5,350.00	\$ 5,350.00	\$ 5,350.00
Public Desert Gold Account	\$ 4,318,351.62	\$ 4,318,351.62	(4)	0.35%		\$ 4,314,585.62	\$ 4,310,796.57	\$ 4,305,798.51	\$ 4,303,239.78
AV Redevelopment Obligation Retirement Fd.	\$ 2,937,961.35	\$ 2,937,961.35	(4)	0.30%	On Demand	\$ 2,935,765.00	\$ 2,933,546.19	\$ 1,743,474.73	\$ 5,795.86
Union Bank Money Market	\$ 1,353,540.67	\$ 1,353,540.67	(1)	2.00%		\$ 1,352,559.66	\$ 1,351,682.39	\$ 1,350,866.55	\$ 1,350,477.14
Enerbank USA Salt Lake City Utah CD 029266NZ67	\$ 250,000.00	\$ 250,712.50	(5)	1.10%	3/29/2018	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -
Synchrony BK Retail CD 87165FBT0	\$ 250,000.00	\$ 255,587.50	(5)	2.05%	7/1/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del Retail CD 06740KH7	\$ 250,000.00	\$ 255,540.00	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Discover BK Greenwood Del CD 2546712N9	\$ 250,000.00	\$ 255,540.00	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38147JS78	\$ 250,000.00	\$ 255,147.50	(5)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Sallie Mae BK Salt Lake City CD 795450SQ9	\$ 250,000.00	\$ 255,685.00	(5)	2.10%	8/27/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Worlds Foremost BK Sydney CD 981571AS1	\$ 200,000.00	\$ 205,152.00	(5)	2.10%	8/27/2019	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
American Express Fed Svgs BK CD 02587CAZ3	\$ 250,000.00	\$ 255,692.50	(5)	2.10%	8/28/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Park Natl BK Newark Ohio CD 700654AT3	\$ 250,000.00	\$ 255,805.00	(5)	2.15%	9/12/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Belmont SVGS BK Mass CD 080515BD0	\$ 250,000.00	\$ 256,112.50	(5)	1.85%	10/23/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
BMW BK North Amer Salt Lake City CD 05680AAZ7	\$ 250,000.00	\$ 257,635.00	(5)	2.15%	12/10/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
CIT BK Salt Lake City Utah CD 17284C5K6	\$ 250,000.00	\$ 257,552.50	(5)	2.20%	12/10/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centurion BK CD 02587DWX2	\$ 250,000.00	\$ 256,725.00	(5)	2.20%	12/11/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA NTLN Assn CD 140420M23	\$ 250,000.00	\$ 249,027.50	(5)	1.75%	10/26/2021	\$ -	\$ -	\$ -	\$ -
JPMorgan Chase BK CD 48125T2L8	\$ -	\$ -	(5)	2.00%	2/27/2020	\$ -	\$ -	\$ -	\$ 250,000.00
Federal Home LN Mtg Corp Med Term 3134G8SX8	\$ -	\$ -	(5)	1.25%	4/14/2021	\$ 750,000.00	\$ 750,000.00	\$ -	\$ -
Cash/Fidelity Govt MMKT Capital Reserves CL	\$ 1,638.36	\$ 1,638.36	(6)	0.01%		\$ -	\$ 8,354.25	\$ -	\$ 10,460.30
Ally BK Midvale Utah CD 02006LRD7	\$ 250,000.00	\$ 251,160.00	(6)	1.35%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.02	\$ 250,000.00
Compass BK Birmingham ALA 20451PLA2	\$ 250,000.00	\$ 251,395.00	(6)	1.30%	5/29/2018	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
State BK India Chicago ILL 856283YM2	\$ 250,000.00	\$ 253,222.50	(6)	1.60%	7/17/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del CD 06740KH7	\$ 250,000.00	\$ 255,540.00	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Discover BK Greenwood Del CD 2546712N9	\$ 250,000.00	\$ 255,540.00	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38147JS78	\$ 250,000.00	\$ 255,147.50	(6)	2.05%	7/16/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express BK FSB Utah CD 02587CAF7	\$ 250,000.00	\$ 255,552.50	(6)	1.95%	7/17/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Synchrony BK Retail CD 87165FBX1	\$ 250,000.00	\$ 255,612.50	(6)	2.05%	7/18/2019	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
BMW BK North Amer Salt Lake City CD 05580ABS2	\$ 250,000.00	\$ 255,765.00	(6)	1.95%	5/22/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centr 02587DYH5	\$ 250,000.00	\$ 255,752.50	(6)	2.05%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
CIT BK Salt Lake City Utah CD 17284DBB7	\$ 250,000.00	\$ 256,190.00	(6)	2.00%	5/28/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA Natl Assn 140420TX8	\$ 250,000.00	\$ 258,395.00	(6)	2.30%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA Natl Assn VA 14042E4Z0	\$ 250,000.00	\$ 258,395.00	(6)	2.00%	7/29/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
American Express Centr 02587DB64	\$ 250,000.00	\$ 258,527.50	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Barclays BK Del CD 06740KJQ1	\$ 250,000.00	\$ 258,452.50	(6)	2.20%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Capital One BK USA Natl Assn 140420VX5	\$ 250,000.00	\$ 258,527.50	(6)	2.30%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Goldman Sachs BK USA NY CD 38148JP88	\$ 250,000.00	\$ 258,450.00	(6)	2.25%	9/23/2020	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
Gov Obligations FHLMC 3134G3V72	\$ -	\$ -	(6)	1.62%	11/21/2019	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00
State of Calif., Local Agency Investment Fund <i>Percent of total portfolio: 29%</i>	\$ 8,686,831.93	\$ 8,689,490.38	(2)	0.68%	On Demand	\$ 14,864,965.78	\$ 14,844,500.74	\$ 16,328,620.16	\$ 10,318,366.14
Total funds under control of Town	\$ 26,082,514.34	\$ 26,258,702.29				\$ 32,707,547.77	\$ 39,766,009.66	\$ 33,438,796.77	\$ 28,330,059.11
Funds controlled by Fiscal Agent:									
US Bank	\$ 3,603,709.25	\$ 3,603,709.25	(3)	0.00%	On Demand	\$ 3,225,573.90	\$ 4,862,660.27	\$ 2,753,366.85	\$ 5,119,400.38
Total Fiscal Agent funds	\$ 3,603,709.25	\$ 3,603,709.25				\$ 3,225,573.90	\$ 4,862,660.27	\$ 2,753,366.85	\$ 5,119,400.38
Grand Total	\$ 29,686,223.59	\$ 29,862,411.54				\$ 35,933,121.67	\$ 44,628,669.93	\$ 36,192,163.62	\$ 33,449,459.49

Source of Market Value Information:

- 1) Union Bank of California 2) State of California, Local Agency Investment Fund 3) U.S. Bank, Statements of Investment 4) Desert Community Bank 5) First Empire Securities Inc.
6) Mutual Securities, Inc.

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the Town Council of Apple Valley, and the California Government Code Section 53601. I also certify that there are adequate funds available to meet the Town of Apple Valley's budgeted and actual expenditures for the next six months.

Prepared by: Kofi Antobam, Assistant Director of Finance

Marc Puckett, Asst. Town Manager, Finance & Administration/Treasurer

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Town of Apple Valley
Parks & Recreation Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
For the Month Ended November 30, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue - General				
Property Taxes	\$ 1,600,000	\$ 198,612	\$ 198,612	\$ 183,888
Cell Tower Rents	80,000	6,315	40,250	33,199
Other - General	2,000	258	11,585	4,138
Total Revenue - General	<u>1,682,000</u>	<u>205,185</u>	<u>250,446</u>	<u>221,225</u>
Expenditures - General				
Interest Expense	-	-	1,775	(793)
Total Expenditures - General	<u>-</u>	<u>-</u>	<u>1,775</u>	<u>(793)</u>
General Revenue Over (Under) Expenditures	<u>1,682,000</u>	<u>205,185</u>	<u>248,671</u>	<u>222,019</u>
Recreation:				
Revenues ¹	938,420	74,058	336,632	341,485
Expenditures ¹	<u>1,609,313</u>	<u>113,913</u>	<u>597,160</u>	<u>600,352</u>
Recreation Rev. Over (Under) Expenditures	<u>(670,893)</u>	<u>(39,855)</u>	<u>(260,528)</u>	<u>(258,867)</u>
Parks:				
Parks Grounds Expenditures	1,750,277	150,462	590,599	643,391
Facilities Maintenance Expenditures	<u>265,655</u>	<u>20,785</u>	<u>96,410</u>	<u>98,372</u>
Total Parks Expenditures	<u>(2,015,932)</u>	<u>(171,247)</u>	<u>(687,009)</u>	<u>(741,764)</u>
Other Revenue (Expenditure) Items				
Transfer(s) (to) From Other Funds	<u>1,011,701</u>	-	-	-
Net change in Fund Balance	\$ 6,876	<u>\$ (5,917)</u>	\$ (698,866)	\$ (778,611)
Fund Balance - beginning	<u>(6,637,633)</u>		<u>(6,637,633)</u>	<u>(6,637,633)</u>
Fund Balance - ending	<u>\$ (6,630,757)</u>		<u>\$ (7,336,499)</u>	<u>\$ (7,416,245)</u>

¹See attached list by program

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Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Adult Sports - Revenue	26,350	1,018	9,560	8,334
Adult Sports - Expenditures	35,081	3,368	15,194	14,790
Total - Adult Sports	(8,731)	(2,350)	(5,635)	(6,456)
Aquatic Complex - Revenue	237,365	4,383	65,655	77,201
Aquatic Complex - Expenditures	465,958	22,433	157,881	160,541
Total - Aquatic Complex	(228,593)	(18,049)	(92,226)	(83,340)
ASAP - Revenue	248,000	22,803	99,176	106,293
ASAP - Expenditures	261,998	23,765	79,037	83,928
Total - ASAP	(13,998)	(962)	20,140	22,366
Day Camp - Revenue	37,000	749	10,484	10,266
Day Camp - Expenditures	59,728	1,973	24,025	28,064
Total - Day Camp	(22,728)	(1,224)	(13,541)	(17,798)
Instructor Classes - Revenue	157,770	7,362	55,120	55,093
Instructor Classes - Expenditures	167,327	15,750	56,006	58,608
Total - Instructor Classes	(9,557)	(8,389)	(886)	(3,516)
PIO Events - Revenue	-	2,300	8,734	6,535
PIO Events - Expenditures	177,083	10,674	108,862	92,557
Total - PIO Events	(177,083)	(8,374)	(100,128)	(86,022)
Recreation - Revenue	24,570	3,573	6,885	8,136
Recreation - Expenditures	245,324	22,405	87,739	92,485
Total - Recreation	(220,754)	(18,832)	(80,854)	(84,349)
Rentals - Revenue	127,000	11,707	49,749	43,200
Rentals - Expenditures	89,228	7,078	31,337	29,994
Total - Rentals	37,772	4,629	18,412	13,206
Skate Park - Revenue	-	-	-	-
Skate Park - Expenditures	5,000	-	-	-
Total - Skate Park	(5,000)	-	-	-

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Programs:	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
User Groups - Revenue	29,500	7,263	7,657	3,209
User Groups - Expenditures	<u>20,164</u>	<u>1,372</u>	<u>8,673</u>	<u>10,736</u>
Total - User Groups	<u>9,336</u>	<u>5,891</u>	<u>(1,016)</u>	<u>(7,527)</u>
Youth Sports - Revenue	50,865	12,900	23,611	23,218
Youth Sports - Expenditures	<u>82,422</u>	<u>5,096</u>	<u>28,406</u>	<u>28,649</u>
Total - Youth Sports	<u>(31,557)</u>	<u>7,805</u>	<u>(4,795)</u>	<u>(5,431)</u>
Total Revenue	938,420	74,058	336,632	341,485
Total Expenditures	<u>1,609,313</u>	<u>113,913</u>	<u>597,160</u>	<u>600,352</u>
Net - ALL	<u>(670,893)</u>	<u>(39,855)</u>	<u>(260,528)</u>	<u>(258,867)</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Parks:				
Brewster	244,876	71,884	179,390	122,145
Civic Center Park	218,816	8,081	89,557	65,072
Corwin Park	53,715	9,427	24,391	20,624
Grounds Operations	553,892	5,021	28,147	215,273
Horsemen's Center	36,733	5,532	28,140	21,524
James Woody Park	271,051	26,226	97,678	73,855
Lion's Park	30,331	1,850	13,743	11,825
Mendel	52,864	3,777	16,113	17,513
Schmidt	74,324	3,169	23,481	26,377
Sycamore Rocks	28,030	2,398	9,750	8,002
3 Diamond Skate	9,751	(465)	1,090	1,719
Thunderbird	63,842	2,428	35,714	23,995
Virginia	55,465	5,496	23,329	17,197
Yucca Loma	56,587	5,638	20,078	18,269
	<u>1,750,277</u>	<u>150,462</u>	<u>590,599</u>	<u>643,391</u>

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	Current Year Budget	Current Month	Year-to-date	Last Year-to- date
Facilities:				
Facilities Operations	28,901	1,455	8,299	11,707
Brewster Facilities	5,800	828	3,284	2,552
Amphitheater Facilities	4,290	401	981	34
Corwin Facilities	5,250	680	2,743	1,980
Horsemen's Facilities	5,500	752	2,995	2,186
James Woody Auditorium	105,603	9,114	38,657	40,376
James Woody Gym	88,351	5,785	32,889	33,677
James Woody Pal Center	6,911	199	917	955
James Woody Restroom	15,049	1,571	5,644	4,905
	<u>265,655</u>	<u>20,785</u>	<u>96,410</u>	<u>98,372</u>

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Town of Apple Valley
Apple Valley Golf Course Fund
 Schedule of Revenues, Expenditures and Changes in Fund Balance
 For the Month Ended November 30, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Revenue				
Green Fees	\$ 625,000	\$ 46,246	\$ 248,695	\$ 255,924
SGM Food & Beverage 2%	3,100	-	-	2,039
Interest	-	-	-	638
Rentals	20,000	2,493	9,873	5,968
Other	-	(18)	4,442	250,053
Total Revenue	648,100	48,722	263,011	514,622
Operating Expenditures				
Non-departmental	179,282	18,222	59,074	37,099
Golf Club Administration	135,875	9,603	46,837	54,685
Food & Beverage Operations	-	162	812	639
Cart Barn	97,500	15,148	51,594	41,234
Golf Course Grounds ¹	500,175	45,484	170,527	340,923
Golf Course Facilities	88,162	4,439	127,379	28,395
Pro Shop	68,525	4,007	17,476	15,129
Tennis Court	500	919	12,119	88
Total Operating Expenditures	1,070,019	97,985	485,819	518,193
Income (Loss) from Operations	(421,919)	(49,263)	(222,808)	(3,571)
Other Revenue (Expenditure) Items				
Interest Expense	-	5,041	652	-
Transfer(s) (to) From Other Funds	422,019	-	-	-
Net change in Fund Balance	100	(54,305)	(223,460)	(3,571)
Fund Balance - beginning	(2,103,501)		(2,103,501)	(2,011,565)
Fund Balance - ending	\$ (2,103,401)		\$ (2,326,961)	\$ (2,015,136)

¹ See attached line item details

Town of Apple Valley
Apple Valley Golf Course Fund
 Details of Golf Course Grounds
 For the Month Ended November 30, 2016

	Budget	Current Month	Fiscal Year-to-date	Prior Fiscal Year-to-date
Golf Course Grounds				
Water	25,000	38	5,385	75,560
Other Utilities	55,200	5,619	30,931	24,372
Range Supplies	3,500	667	3,849	329
Building Maintenance	1,500	-	336	42
Grounds Maintenance	65,000	14,590	32,194	9,311
Contract Services (a)	198,000	15,433	74,655	79,119
Leased Equipment	100,000	-	-	65,598
Capital Projects	-	5,199	5,199	71,900
Other	51,975	3,938	17,977	14,691
Total Operating Expenditures	500,175	45,484	170,527	340,923

(a) Contract Services includes any services contracted privately; not performed by Town personnel. These amounts primarily consist of payroll costs for contract operator personnel.